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PAUL W. RAINWATER
COMMISSIONER OF ADMINISTRATION

State of Louisiana
Division of Administration
Office of State Uniform Payroll

June 23, 2011

OFFICE OF STATE UNIFORM PAYROLL MEMORANDUM #2011-53

TO: All LaGov HCM Agencies

FROM: Andrea P. Hubbard
Director

SUBJECT: Child Support – New Hire Reporting

In order to facilitate child support enforcement, Federal and State law requires all employers to report new/rehired employees within 20 days of hire. The Federal Personal Responsibility and Work Opportunity Reconciliation Act (PRWORA) of 1996 benefits children and families by locating non-custodial parents and establishing and enforcing child support orders. Act 97 of the 1997 Louisiana Legislative Session requires Louisiana employers to report all new hires to the Louisiana Department of Children and Family Services (DCFS), Child Support Enforcement.

Agencies are reminded that the Division of Administration – Office of Information Services transmits all new hire data to DCFS electronically on behalf of all LaGov HCM paid and non-paid agencies. This data is submitted using the single state method where all employees are reported to the State of LA DCFS regardless of where they live or work. Agencies were originally notified of this process in the Office of State Uniform Payroll (OSUP) Memorandum #2001-49.

Questions should be directed to a member of the OSUP Benefits and Financial Administration Unit at _DOA-OSUP-BFA@LA.GOV or (225):

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APH:BPB/pbh